



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF LANDSCAPE ARCHITECTURE
MEETING DATE AND TIME:	Thursday, May 13, 2010 at 9:00 a.m.
PLACE:	Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904
MINUTES APPROVED	August 12, 2010

MEMBERS PRESENT

Deborah Van Dermark-Billeter, Professional Member, Secretary
Matthew Spong, Professional Member, Treasurer
Chad Nelson, Professional Member
Rachel Dunning, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Allison Reardon, Deputy Attorney General
Shauna Slaughter, Administrative Specialist

MEMBERS ABSENT

Goodwin Cobb, IV, Public Member

CALL TO ORDER

Ms. Van Dermark-Billeter called the meeting to order at 9:10 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes for the November 12, 2009 meeting. Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to approve the minutes as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Sign Order for the Rule to Show Cause Hearing held November 12, 2009 for Robert Anthony Sevensky

The board affixed their signatures to the Order on the rule to show cause hearing for Robert Anthony Sevensky.

Discussion Regarding Proposed Language Changes for Rules and Regulations

The Board discussed the draft of revisions to sections 4.0 and 7.0 of the rules and regulations. A discussion took place regarding adding DNREC courses to the regulations. Mr. Spong

advised he would email Ms. Reardon the DNREC information to be added to the draft. Ms. Reardon advised that links can also be added to the regulations for CE providers whose courses are automatically accepted. The Board also discussed the possibility of doing some type of outreach to CE providers to encourage them to have their courses approved by the LA CES program. The Board will continue this discussion in August to allow the new Board members time to review the draft.

Discussion Regarding Strategic Planning

The Board had a discussion regarding items that should be added to the strategic plan. They will add action items for the revisions to the rules and regulations and drafting a newsletter. They also discussed some of the items that could be added to the newsletter such as communication regarding when a certificate of authorization is needed, changes to acceptable CE courses/providers, and information regarding disciplinary action taken during rule to show cause hearings.

Continuing Education Audit Review

The Board reviewed additional audit information submitted by the Andrew Durham. Mr. Spong made a motion, seconded by Ms. Dunning, to accept the additional CE. The motion carried unanimously. A letter will be sent to Mr. Durham to advise him of the specific courses that were accepted by the Board to satisfy his audit. The Board asked Ms. Reardon to draft a letter to Mr. Durham to respond to the other questions he submitted with his CE documentation.

The Board reviewed additional audit information submitted by the Paul Westhelle. Ms. Van Dermark-Billeter made a motion, seconded by Ms. Dunning, to require Mr. Westhelle to provide documentation verifying attendance for the additional courses submitted for the CE audit, or he will be required to appear for a rule to show cause hearing. The motion carried unanimously.

NEW BUSINESS

Ratification of Applications for Licensure by Reciprocity

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application for licensure by reciprocity for Ernest Peek. The motion carried unanimously.

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application for licensure by reciprocity for Douglas Mann. The motion carried unanimously.

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application for licensure by reciprocity for Steve Shea. The motion carried unanimously.

Mr. Spong made a motion, seconded by Ms. Dunning, to ratify the application for licensure by reciprocity for Frank Kea III. The motion carried with Ms. Van Dermark-Billeter abstaining.

Ratification of Applications for Certificate of Authorization

Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Sposato Landscape Co., Inc. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Northpoint Engineering Service, LLC. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for LSG Landscape Architecture, Inc. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to ratify the application for certificate of authorization for Solutions, Integrated Planning, Engineering & Management, LLC. The motion carried with Ms. Van Dermark-Billeter abstaining.

Review of Applications for Licensure by Examination

The Board reviewed the application for licensure by examination from Daniel Rieden. Ms. Van Dermark-Billeter made a motion, seconded by Mr. Spong, to approve the application. The motion carried unanimously.

Discussion Regarding 2010 Meeting Dates

Ms. Slaughter advised the Board that the November 2010 meeting date would fall on Veteran's Day and therefore would need to be rescheduled. Ms. Slaughter suggested that the meeting be changed to November 18, 2010, as long as the Board's attorney is available on that date. The Board agreed with the November meeting being changed to November 18 and Ms. Reardon advised that she was not aware of any schedule conflicts on that date. Ms. Slaughter will schedule the meeting as discussed.

Election of Officers

Mr. Spong made a motion, seconded by Ms. Dunning, to nominate Mr. Nelson as President, Ms. Dunning as Secretary, and Ms. Van Dermark-Billeter as Treasurer. The motion carried unanimously.

Other Business before the Board (For Discussion Only)

Ms. Dunning congratulated the newly elected officers on their new roles.

Correspondence

There was no correspondence.

Public Comment

There was no public comment.

Next Meeting Date

The Board will hold the next meeting on August 12, 2010, at 9:00 a.m. in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

Mr. Spong made a motion, seconded by Ms. Van Dermark-Billeter, to adjourn. There being no further business before the board, the meeting adjourned at 11:11 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Shauna Slaughter". The signature is written in a cursive, flowing style.

Shauna Slaughter, Administrative Specialist II
Board of Landscape Architects